



## WILL COUNTY, ILLINOIS

### PURCHASING DEPARTMENT

JENNIFER BERTINO-TARRANT  
WILL COUNTY EXECUTIVE

KEVIN LYNN  
DIRECTOR

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County Office Building  
302 N. Chicago Street  
Joliet, IL 60432

January 24, 2024

To Whom It May Concern:

You are invited to submit your sealed bid for Installation of a Security Camera System at the Renewable Natural Gas Plant at Prairie View Landfill, 29755 S. Prairie View Dr, Wilmington, IL 60481.

Complete bid specifications are included, **which will act as the contract and must be filled out and returned as such.**

A site visit is scheduled for 1:00 P.M., on Thursday, February 1, 2024, at 29755 S. Prairie View Dr, Wilmington, IL 60481. The site visit will begin at the weigh shack located on the landfill property.

**A 10% Bid Bond or Cashier's Check made payable to the Will County Treasurer MUST accompany your bid, or it will not be considered. Money Orders or Company checks will not be accepted.**

Sealed bids will be received in the purchasing department, 2<sup>nd</sup> floor, Will County Office Building, 302 N. Chicago St., Joliet, IL 60432, **DUE NOT LATER THAN 11:00 A.M., "AS SO INDICATED BY THE TIME STAMP CLOCK OF WILL COUNTY", Wednesday, February 14, 2024.**

Bids will be publicly opened and read by the Will County Executive or her Representative at **11:05 A.M., Wednesday, February 14, 2024**, at the Will County Office Building, 302 N. Chicago Street, 2<sup>nd</sup> Floor, Joliet, IL. 60432. You are welcome to attend the meeting.

Should you have any questions regarding this bid, please contact Kevin Lynn in writing at [klynn@willcountyillinois.com](mailto:klynn@willcountyillinois.com).

We welcome your bid.

Sincerely,

*Kevin Lynn*

Kevin Lynn  
Purchasing Director

**ADVERTISEMENT OF BID  
INSTALLATION OF A SECURITY CAMERA SYSTEM AT THE RENEWABLE NATURAL GAS PLANT  
AT PRAIRIE VIEW LANDFILL, WILMINGTON, IL**

SEALED BIDS FOR INSTALLATION OF A SECURITY CAMERA SYSTEM AT THE RENEWABLE NATURAL GAS PLANT AT PRAIRIE VIEW LANDFILL, WILMINGTON, IL, WILL BE RECEIVED AT THE PURCHASING DEPARTMENT, 2ND FLOOR OF THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF **11:00 A.M., WEDNESDAY, FEBRUARY 14, 2024.**

**A SITE VISIT IS SCHEDULED FOR 1:00 P.M., THURSDAY, FEBRUARY 1, 2024 AT 29755 S PRAIRIE VIEW DR, WILMINGTON, IL 60481. THE SITE VISIT WILL BEGIN AT THE WEIGH SHACK LOCATED ON THE LANDFILL PROPERTY.**

SEALED BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HER REPRESENTATIVE AT **11:05 A.M., WEDNESDAY, FEBRUARY 14, 2024**, AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO STREET, COUNTY BOARD ROOM, JOLIET, IL, 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT [www.willcountyillinois.com](http://www.willcountyillinois.com), [www.demandstar.com](http://www.demandstar.com), AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4712 OR EMAIL [purchasing@willcountyillinois.com](mailto:purchasing@willcountyillinois.com).

THE TENDERING OF A BID SHALL BE CONSTRUED AS ACCEPTANCE OF THE PLANS AND SPECIFICATIONS. THE COUNTY OF WILL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS OR PROPOSALS RECEIVED.

BY ORDER OF THE WILL COUNTY EXECUTIVE, JENNIFER BERTINO-TARRANT.

**INSTRUCTIONS TO BIDDERS**  
**INSTALLATION OF A SECURITY CAMERA SYSTEM AT THE RENEWABLE NATURAL GAS PLANT**  
**AT PRAIRIE VIEW LANDFILL, WILMINGTON, IL**

You are invited to submit your sealed bid for the:

**INSTALLATION OF A SECURITY CAMERA SYSTEM AT THE RENEWABLE NATURAL GAS PLANT**  
**AT PRAIRIE VIEW LANDFILL, WILMINGTON, IL**

**A. SEALED BIDS:**

Sealed bids will be received in the Purchasing Department, 2nd floor of the Will County Office Building located at 302 N. Chicago Street, Joliet, IL, 60432, **not later than 11:00 AM, Wednesday, February 14, 2024.** **BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.**

Sealed bids will be publicly opened and read aloud by the Will County Executive or her representative at **11:05 A.M., Wednesday, February 14, 2024** at the Will County Office Building, 302 N. Chicago Street, 2<sup>nd</sup> Floor, Joliet, IL, 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in ink. The **complete set of contract documents must be submitted** in triplicate with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED. BIDS WHICH FAIL TO SUBMIT THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT CLEARLY MARKED WILL BE REJECTED, WILL BE NON-CONFORMING, AND WILL NOT BE ACCEPTED.**

Bids shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the bidder's name, address, and the notation:

**SEALED BID: INSTALLATION OF A SECURITY CAMERA SYSTEM AT THE RENEWABLE NATURAL GAS PLANT AT PRAIRIE VIEW LANDFILL, WILMINGTON, IL**

**BIDS DUE: WEDNESDAY, FEBRUARY 14, 2024 – 11:00 A.M.**

Bids shall be addressed to the Will County Purchasing Department, Will County Office Building, 302 N. Chicago Street, Joliet, IL, 60432.

**B. SIGNATURE OF BIDS:**

The **signature on bid documents must** be that of an authorized representative of the bidder. An officer of or agent of the offering bidder who is empowered to bind the bidder in a contract shall sign the proposal and any clarifications to that proposal.

Each bidder, by making their bid, represents that he/she has read and understands the bidding documents.

**Any bid not containing said signed documents shall be non-conforming and will be rejected.**

**C. BID SECURITY:**

**A 10% Bid Bond or Cashier's Check** made payable to the Will County Treasurer shall accompany each bid, attached to the front cover, as a guarantee that if the bid is accepted, a contract will be entered into. **Money Orders or Company Checks will not be accepted.** The bid bond should be based on 10% of bid. The unsuccessful bidders' checks will be returned after the County has awarded the contract. The bid bond or cashier's check of the successful bidder will be returned after being replaced with their performance bond.

#### **D. PERFORMANCE BOND:**

A Performance Bond for the amount of the Contract will be required from the successful bidder and shall be valid throughout the life of the Contract. The Performance Bond will be returned at the completion of the Contract. If it is difficult to acquire a Performance Bond by the time of the Contract is to commence, the Purchasing Director will accept a letter notarized by the Insurance Carrier showing that such Bond is being processed.

#### **E. PRIME CONTRACTOR CERTIFICATION:**

Included in this bid package is a prime Contractor certification form. This form must be filled out and returned with your sealed bid package or the bid package **will not be accepted, deemed non-conforming, and shall be rejected.**

#### **F. BIDDING PROCEDURES:**

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL AND TWO COPIES OF THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT, CLEARLY MARKED,** in accordance with the Instructions to bidders. **Any bid packages not containing ONE ORIGINAL AND TWO COPIES OF THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT, CLEARLY MARKED shall be non-conforming and shall be rejected.** The entire bid package are the terms of the agreement.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the Instructions to bidders, no bidder shall modify, withdraw or cancel his bid or any part thereof for sixty days (60) days after the time designated for the receipt of bids in the Advertisement for bids. This duration is in place in case selected contractor fails to perform in the first month following contract award.
4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having attended the mandatory pre-bid meeting. Such addendum shall take precedence over that portion of the documents concerned and shall become part of the bid documents. Except in unusual cases, addenda will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids. **If the signed receipt of Addenda form is not included in the bid package and contract (EVEN IF NO ADDENDA ITEMS), the bid package and contract shall be non-conforming and shall be rejected.**
5. Each bidder shall carefully examine all bid documents and all addenda thereto and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than five (5) days prior to bid due date, notify the County of Will, who will, if necessary, send a written addendum to all bidders. The County of Will will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director in writing at [klynn@willcountyllinois.com](mailto:klynn@willcountyllinois.com). After sealed bids are received, the bidder will make no allowance for oversight.

#### **G. TAX EXEMPTION:**

The County of Will is exempt from Federal, State and Municipal Taxes.

**H. WORDS AND FIGURES:**

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

**I. CONTRACT DURATION:**

The Contract is to commence on or after March 1, 2024.

**J. REJECTION OF BIDS:**

The bidder acknowledges the right of the County of Will to reject any and all bids received.

**K. DEFAULT:**

In case of default by the successful bidder, the County of Will may procure the articles or services from other sources and may deduct from any unpaid balance due the successful bidder any increase in cost to the county as a result of said default, or may collect against the bond or surety for excess costs so paid, and the prices paid by the County of Will shall be considered the prevailing market price at the time such purchase is made.

**L. NON-DISCRIMINATION:**

The Contractor shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to 775 ILCS 10/1.

**M. EQUAL EMPLOYMENT OPPORTUNITY:**

Contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750

**N. PAYMENT PERIOD:**

Given the scope of the project, one (1) invoice will be submitted to the County of Will, Building Maintenance Department at time of project completion and upon acceptance of the repairs by the Will County Executive. Payment to the Contractor by the County shall be pursuant to the Local Government Prompt Payment Act.

**O. RISK OF LOSS:**

The Contractor shall assume all risks for loss or damages to materials whether stored on the site or elsewhere, or to tools or equipment owned or rented by the Contractor, and he shall maintain such insurance as he may deem necessary to protect himself against such loss or damage.

**P. TYPES OF INSURANCE:**

1. **Worker's compensation insurance.** The Contractor shall procure worker's compensation insurance as required by applicable state law for all of his employees who would be engaged in work on the project. In case any class of employees engaged in any work on the project under this Contract is not protected under the workmen's compensation statute, the Contractor shall provide adequate employer's liability insurance for the protection of such of his employees as are not otherwise protected. In addition, the Contractor will provide employer's liability (coverage B) in the amount of \$1,000,000.00.
2. **Contractor's comprehensive general liability and property damage insurance.** Contractor's comprehensive general and property damage insurance shall be in an amount not less than \$1,000,000.00 for injuries including accidental death to any one person and not less than \$1,000,000.00 combined single limit bodily injury and property damage.

3. **County's protective liability insurance.** The Contractor shall protect the County or its assignee, if any, from contingent responsibility arising from the work, project operation performed under this Contract by adding these parties as named insured as a rider to the general Contractor specified comprehensive general liability policy shall be: County of Will, 302 North Chicago Street, Joliet, Ill, 60432. All insurance policies shall contain a waiver of subrogation in favor of the County of Will.

**Q. PROOF OF CARRIAGE OF INSURANCE:**

1. The Contractor shall furnish the County at the time of bidding, with certificates showing the type, amount, class or operations covered, effective dates and dates or expiration of policies, which policies shall show compliance with the requirements of paragraph P. Such certificates shall also contain substantially the following statement: "The Insurance covered by this Certificate will not be canceled or materially altered except after 30 days written notice has been received by all named insured." **Any bid not containing said proof of insurance shall be nonconforming and shall be rejected.**
2. All policies shall substitute the word "Occurrence" for "accident" for both bodily and property damage. "Occurrence" shall be defined to mean an event or series of events or continuous or repeated exposure to conditions, which unexpectedly cause injury or damage during the policy period.
3. All insurance coverage shall be provided by Insurance Companies maintaining a financial strength and claims paying ability rating no lower than "A" minus "VIII" as rated by the 1999 or most current AM Bests Insurance Guide.

**R. TAXES:**

The Contractor shall pay all applicable sales, use, service use, service occupation, social security, and other taxes, levies, assessments, and duties, and shall make income tax deductions, all as required by local, State and Federal law.

**S. CHOICE OF LAW AND VENUE:**

The bid and this agreement shall be governed by the laws of the State of Illinois, without regard to conflict of law provisions. Venue for any cause of action related to this bid or agreement shall be the Twelfth Judicial Circuit, Will County, Illinois.

**T. RIGHT OF THE COUNTY TO TERMINATE CONTRACT:**

1. If any of the Provisions of the Contract are violated by the Contractor, or if the Contractor shall disregard applicable law, ordinances, rules or regulations or work requirements as spelled out in the bid specifications, or the Contractor shall be adjudged as bankrupt or make a general assignment for the benefit of creditors, or if a receiver should be appointed for the Contractor, or if at any time during the progress of the work the Contractor should allow any indebtedness to accrue for labor, material, or equipment, and should the Contractor fail to pay for labor, material, or equipment, and should the Contractor fail to pay and discharge the same within 5 days after demand made by the person or persons furnishing such labor, material or equipment, the County may serve written notice upon the Contractor and the Surety of its intention to terminate the Contract. Unless within 10 days after the serving of such notice upon the Contractor, such violation or other matter shall have been corrected or satisfactory arrangement for correction have been made, the Contractor shall, upon the expiration of said 10 days, at County's option, cease and terminate work. The Contract shall then be null and void.

2. In the event of any such termination, the County shall immediately serve notice thereof upon the Surety and the Contractor, and the Surety shall have the right to take over and perform the Contract; provided, however, that if the Surety does not commence performance thereof within 10 days from the date of the mailing of such Surety of notice of termination, the County may take over work and prosecute the same to completion by other Contract or by force. Contractor shall be liable to the County for any excess cost to the County occasioned thereby, and in such event the County may take possession of and utilize in completing the work, such material, equipment and the like as may be on the project site of the work and necessary, therefore.
3. Notwithstanding anything contained herein to the contrary, failure to comply with or perform the services required shall be cause for termination.
4. The County or its assign may terminate this agreement by giving the Contractor written notification of termination of this agreement by registered United States Mail, sufficient postage prepaid, return receipt requested, addressed to the Contractor at its address stated in the Contract, at least 14 days prior to termination, with service of such notice conclusively presumed to be received on date of dispatch. In such event, the Contractor shall only be entitled to receive a prorated payment for work actually and satisfactorily performed pursuant to the Contract through date of termination.
5. In the event that any of the Will County Offices should move to a different location, notice will be given a minimum of sixty (60) days prior to said move.

**U. ILLINOIS FREEDOM OF INFORMATION ACT:**

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140*et seq.*) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the contractor shall provide to the County of Will at no cost and within the timeframes of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

**V. ADVERTISEMENTS:**

The bidder shall not place or maintain any signs, bills, posters, or other advertisements in or about the project sites and/or buildings, except by written permission of County of Will.

**W. AWARDING OF BID:**

The bid is expected to be awarded by March 1, 2024.

The bidder acknowledges the following: (a) this advertisement for bids may be canceled for good cause when in the best interests of the County, (b) the County retains the right to reject any and all bids in whole or in part for good cause when in the best interests of the County, and (c) the County retains the right to reject any and all bids in whole or in part not in compliance with the advertisement for bids, to waive any non-material informalities or irregularities for any bid received, to accept the lowest responsible, responsive bid after all bids have been examined and evaluated, and to determine not to proceed to contract on any particular bid.

**X. SITE VISIT:**

A site visit is scheduled for **1:00 P.M., Thursday, February 1, 2024 at 29755 S Prairie View Dr, Wilmington, IL 60481**, in order to examine site and building to satisfy yourself fully as to all the existing conditions under which you will be obliged to work. No allowance will be made subsequently, in this condition, on behalf of any Bidder for any error or negligence on bidder's part. The site visit will begin at the weigh shack located on the landfill property.

**Y. SUBMITTAL SUMMARY REQUIREMENTS:**

Each of the following items **must** be submitted by the bid time mentioned herein in order that the bid will be considered. **Any bid not containing items 1-7 below shall be non-conforming and shall be rejected:**

1. 10% Bid Bond or Cashier's Check
2. Certificates of Insurance
3. **Signed** Copy of Prime Contractor Certification
4. **Signed** Bid Form
5. **Signed** Receipt of Addenda Form
6. **Completed** Reference Form
7. One original and two copies of entire Bid Package.



**County of Will Request for Proposals  
For Installation of a Security Camera System at the Renewable Natural Gas Plant at  
the Prairie View Landfill, Wilmington, Illinois**

**A. INTRODUCTION**

Notice is hereby given that the County of Will is requesting proposals from qualified Vendors for the procurement, design, installation, configuration of a modern security video camera management system for the Renewable Natural Gas Plant “RNG” at the Prairie View Landfill, Wilmington, Illinois.

**B. BACKGROUND**

The purpose of this Request for Proposal (RFP) is to acquire the services of an experienced and qualified Vendor(s) to provide, install, configure, and warranty new video surveillance, and video management systems, complete with adequate storage and viewing capabilities both on-premises and via Cloud. The system is to include the following:

- Video Surveillance System
- Video Management System
- Servers and Storage
- Warranty Services
- Integration Services
- Training Services

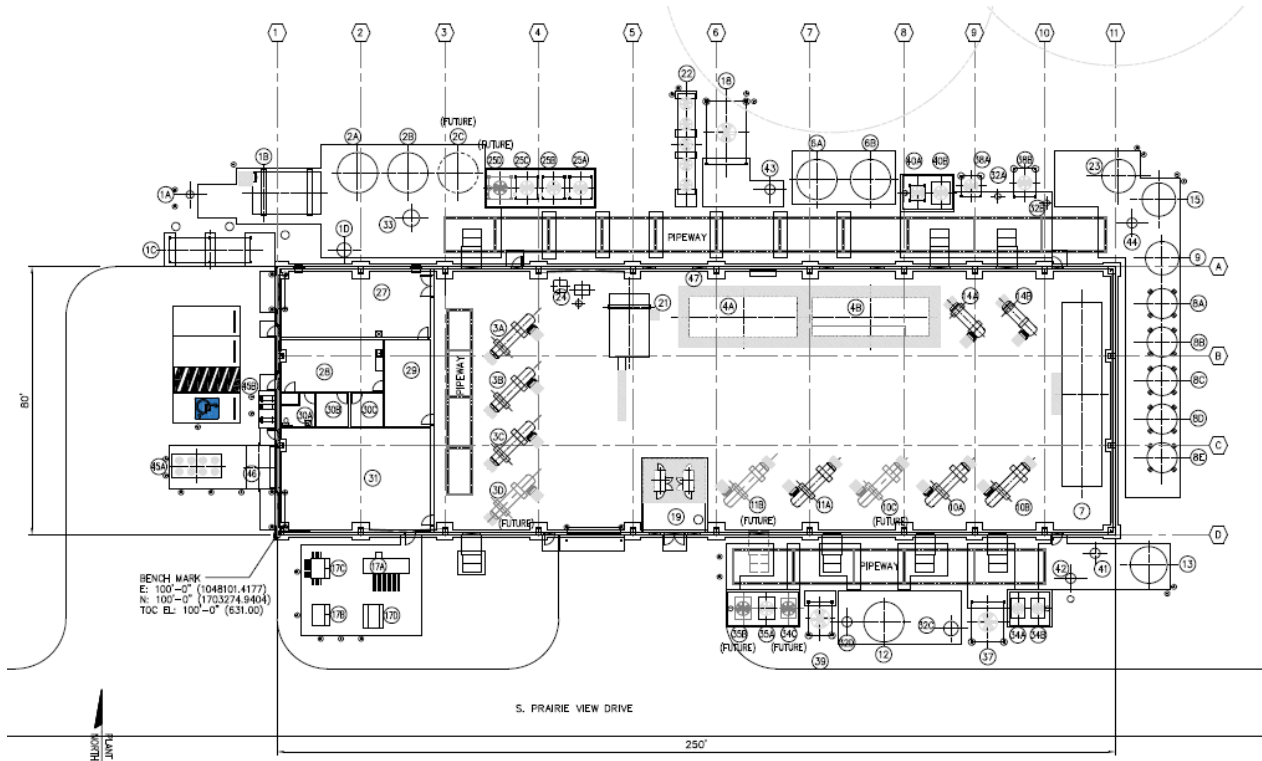
**C. SCOPE OF WORK**

The scope of work required under this RFP includes the procurement of the security cameras and associated equipment (including software), design, installation, implementation, configuration, testing and training. The selected Vendor will be responsible for recommending the type and number of security cameras, and any other applicable equipment, hardware and software associated with the security cameras. The selected Vendor must ensure it has adequate resources to provide these services and to meet the needs of the County. The security video camera management system recommended by the Vendor for this facility must have the following features:

- Centralized management system and standardized access.
- Able to be viewed from a computer via a web browser and from a cellular telephone.
- Show historical video while recording, hold historical data for a minimum of 30 days and download video.
- Record on motion, adjust to daylight and nighttime vision.
- Monitor the entire identified area at the facility and surrounding Site.
- Allow future growth of the system to accommodate additional cameras and locations.
- High-Definition cameras capable of viewing fine details.

The County will consider any additional features suggested by the Vendors. The County reserves the right to continue with the Vendor selected or has the option to conduct a new selection process for future services beyond those services identified in this RFP.

**Floor Plan & Ariela Photo (site plan):** The following floor plan and ariel photo depicts the desired minimum camera coverage area at the proposed location.





#### D. PRE-PROPOSAL SITE VIST

A site visit will be held on February 1, 2024 at 1:00 PM. Vendors will be provided with an opportunity to tour the facilities with County Staff at 1:00 PM. Please arrive on time.

Please direct any questions regarding the site visit to Kevin Lynn, by email at [klynn@willcountyillinois.com](mailto:klynn@willcountyillinois.com)

#### E. SCHEDULE

The County reserves the right to make changes to the schedule below, but plans to adhere to the implementation of this RFP process as follows:

- Site Visit: 1:00 PM / February 1, 2024
- Deadline for Receiving Questions: February 7, 2024 3:00 PM
- Response to Questions Posted on County Website: February 9, 2024
- Proposals Due: 11:00 AM / February 14, 2024
- Finalists Selected: February 21, 2024
- Presentations/Interviews (if necessary): Week of February 26, 2024

## F. PROPOSAL CONTENT

Submitted proposal must contain the following:

- Company name and address.
  - Cover letter signed by an authorized individual, stating their interest and that they have read and will comply with all terms and conditions of the RFP.
- Provide primary contact person name, title, telephone number and email address.
- Include any public agencies worked with in the past five (5) years.
  - Include three (3) or more references with the following information: name of clients with similar projects within the past five (5) years, scope of work, location, and the name and telephone number of the project manager.
- Provide a list of sub-contractors, if any, and the services they will provide.
- Provide specification documents for all major equipment proposed as part of this RFP
  - Provide an itemized list of all costs and fees associated with the project. Indicate any recurring license fees. Include a price list for standard services and equipment, software (including licensing fees), maintenance fees, warranties, and technical support.
  - Include an implementation schedule with an estimated project start date in February 2024. Note key project milestones and timelines for deliverables.
  - Identify any potential impediments or issues that the bidder foresees related to their timely completion of the proposed project.
  - Describe training to be provided for County staff that includes managing user accounts, data retrieval and maintenance.

The Vendor may include any additional information that is believed to be pertinent and helpful, but not specifically requested in this RFP.

## G. PROPOSAL EVALUATION

**The County's designated staff will evaluate proposals received. During the review process, the County reserves the right, where it may serve the County's best interest, to request additional information or clarification from those that submit proposals, or allow clarifications, corrections of errors, or omissions. Any and all changes to the RFP will be posted on the County's webpage. Proposals will be judged on the Vendor's ability to provide the experience, equipment and services that meet the requirements set forth in this RFP as described in their submitted proposal. The County reserves the right to make such investigations as it deems necessary to determine the ability of the Vendor to provide services meeting a satisfactory level of performance in accordance with the County's requirements. Interviews and presentations by one, several, or all of the Vendors may be requested by evaluators if deemed necessary to fully understand and compare the vendor's capabilities and qualifications. The adequacy, depth, and clarity of the proposal will influence, to a considerable degree, its evaluation. A contract award will not be based solely on price, but on a combination of factors as determined to be in the best interest of the County. The initial evaluation will be completed within two (2) weeks of the submission date. All contractors will be notified by registered mail**

**as to the results of the initial evaluation. The tabulation of these results will be available to any contractor upon request. **VENDOR REQUIREMENTS****

The selected Vendor is expected to comply with all applicable federal, state, and local regulations. If the Vendor outsources any work or job to a sub-contractor, it will be the Vendor's responsibility to ensure all sub-contractors meet the requirements stated in this RFP. The County will require the successful Vendor to provide Certificates of Insurance evidencing required coverage types and the minimum limits. The Vendor must warrant, at a minimum, the system shall be free of all defects in equipment, material, and workmanship for a minimum period of one (1) year from the installation date. Vendor must identify any warranty conditions and periods in excess of one year.

**H. PROJECT PROGRESS**

The Contract must begin upon approval by the County, and the selected Vendor shall commence work after notification to proceed by the County. The selected Vendor is advised that any recommendation for contract award is not binding on the County until the Agreement is fully executed and approved by the County.

**I. VENDOR'S UNDERSTANDING OF RFP**

In responding to this RFP, the Vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to the County as necessary to gain such understanding.

## PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that \_\_\_\_\_  
Name of Company

is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Name of Representative	Title
Signature	Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

**33E-3. Bid-rigging.** A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

**33E-4 Bid rotating.** A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) **of Section 5-4 of this Code.**

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.



# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## Bid Form

**RNG Security Camera System Installation**

**#2024-66**

Name \_\_\_\_\_ F.E.I.N> # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

**THIS IS NOT AN ORDER**

**Will County Agency Name:** \_\_\_\_\_

For additional information contact Kevin Lynn Purchasing Director [klynn@willcountyillinois.com](mailto:klynn@willcountyillinois.com)

The bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

Submittal Requirement Checklist: Each of the following items must be submitted for the bid to be considered.

- \_\_\_\_\_ A. 10% Bid Bond or Cashier's Check
- \_\_\_\_\_ B. Certificates of Insurance
- \_\_\_\_\_ C. Signed Copy of Prime Contractor Certification Form
- \_\_\_\_\_ D. Signed Bid Form
- \_\_\_\_\_ E. Signed Receipt of Addenda Form
- \_\_\_\_\_ F. Completed Reference Form
- \_\_\_\_\_ G. One original and two copies of entire bid package.

DESCRIPTION	COST
<b>LUMP SUM AMOUNT:</b>	<b>\$</b>
<b>TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN.</b>	
_____	

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

Representative of Company



# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## Addendum Form

**RNG Security Camera System Installation**

**#2024-66**

Name \_\_\_\_\_ F.E.I.N> # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

**THIS IS NOT AN ORDER**

**Will County Agency Name:**

For additional information contact Kevin Lynn Purchasing Director [klynn@willcountyillinois.com](mailto:klynn@willcountyillinois.com)

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. \_\_\_\_\_, dated \_\_\_\_\_, signed \_\_\_\_\_





# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## Reference Form

**RNG Security Camera System Installation**

**#2024-66**

Please list three (3) references, other than the County of Will, that you have done similar work, service or supplied similar products to:

Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

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Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

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Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**LATE BIDS CANNOT BE ACCEPTED!**

<b><u>SEALED BID DOCUMENT</u></b>	
<b><u>Vendor Return Address:</u></b>     	
<b>BID #:</b>	<b>2024-66</b>
<b>DUE DATE:</b>	<b>2-14-2024</b>
<b>DUE:</b>	<b>11:00 A.M.</b>
<b>DESCRIPTION:</b>	<b>RNG Security Camera Install</b>
<b>DATED MATERIAL-DELIVER IMMEDIATELY</b>	
<b>WILL COUNTY PURCHASING DEPARTMENT 302 N. CHICAGO ST., 2<sup>ND</sup> FLOOR JOLIET, IL 60432</b>	

PLEASE CUT OUT AND AFFIX THIS BID LABEL (ABOVE) TO THE OUTERMOST ENVELOPE OF YOUR SEALED BID TO HELP ENSURE PROPER DELIVERY!

**LATE BIDS CANNOT BE ACCEPTED!**



# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## No Bid Form

**Please note: This form is only required if you are not bidding.**

Solicitation Name/Number: 2024-66 RNG Security Camera System

Reason for not bidding:

- |  |  |
|--|--|
| <input type="checkbox"/> Not enough time to respond          | <input type="checkbox"/> Unable to compete                 |
| <input type="checkbox"/> Not Applicable to company           | <input type="checkbox"/> No time to complete work          |
| <input type="checkbox"/> Unable to obtain required insurance | <input type="checkbox"/> Unable to meet specs/requirements |
| <input type="checkbox"/> Unable to obtain required bonding   |  |
| <input type="checkbox"/> Other (please detail below)         |  |

Suggestions:

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

Please retain our information for future solicitations: Yes  No